

Claims

What is claimed is:

1. A method, for tracking progress, by at least one worker, on a task over a period of time, the task including a plurality of subtasks, comprising:
 - dividing the period of time into a plurality of timeslots;
 - determining a target number of subtasks to be completed during each timeslot;
 - tracking an actual number of subtasks completed by the at least one worker in each time slot;
 - recording a variance between the actual number of subtasks completed and the target number associated with each time slot;
 - recording an accumulated variance associated with each time slot;
 - and,
 - recording a total variance for the predetermined period of time.
2. A method, as set forth in claim 1, wherein the period of time is predetermined.
3. A method, as set forth in claim 1, wherein the period of time varies.
4. A method, as set forth in claim 1, wherein the step of recording the total variance for the period of time is performed without reference to the workers.
5. A method, as set forth in claim 1, wherein the variance between the actual number of subtasks completed and the target number in each time slot and the accumulated variance are temporarily recorded for the period of time.

6. A method, as set forth in claim 5, wherein the total variance is recorded in a log.

7. A method, as set forth in claim 1, wherein a total variance for a plurality of periods of time are recorded.

8. A method, as set forth in claim 1, wherein the target number of subtasks to be completed during each time slot is modified as a function of the recorded total variances.

9. A method, as set forth in claim 1, wherein the timeslots are illustrated on a writeable medium.

10. A method, as set forth in claim 9, wherein the writeable medium includes locations for entry of the actual number of subtasks completed by each worker, the variance between the actual number and the target number, and the accumulated variance in each time slot.

11. A method, as set forth in claim 9, wherein the writeable medium is erasable.

12. A method, as set forth in claim 9, wherein the step of tracking an actual number of subtasks completed by each worker in each time slot is performed by the worker.

13. A method, as set forth in claim 9, wherein the writeable medium is a chalkboard.

14. A method, as set forth in claim 9, wherein the writeable medium is a white board.

15. A method, as set forth in claim 9, wherein the writeable medium is a piece of paper.

16. A method, as set forth in claim 1, wherein the total variance for the period of time is recorded on a writeable medium.

17. A method, as set forth in claim 16, wherein the writeable medium is a spreadsheet stored on a computer.

18. A method, as set forth in claim 16, wherein the writeable medium is a piece of paper.

19. A method, as set forth in claim 1, including the steps of:
providing a variance card to the at least one employee;
recording on the variance card a reason for any variance between the actual number of subtasks completed and the target number; and,
recording the reason with the total variance.

20. A method, as set forth in claim 19, wherein the total variance and the reason are recorded without reference to the worker.

21. A method, as set forth in claim 19, wherein the variance card includes a plurality of predetermined reasons which may be checked off.

22. A method, as set forth in claim 21, wherein the variance card includes a comments section.

23. A method, as set forth in claim 1, including the step of planning a number of workers for at least a portion of the period of time based on the number of work flow based on the target number.

24. A method, as set forth in claim 23, including the step of reallocating a worked based on the planned number of workers.

25. A method, as set forth in claim 1, including the step of providing diagnostics on the completion of the task.

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26. A method for tracking progress, by at least one worker, on a task over a period of time, the task including a plurality of sub-subtasks, comprising:

- dividing the period of time into a plurality of timeslots;
- determining a target number of subtasks to be completed during each timeslot;
- tracking an actual number of subtasks completed by the at least one worker associated with each time slot;
- recording a variance between the actual number of subtasks completed and the target number associated with each time slot;
- recording an accumulated variance associated each time slot;
- recording a total variance for the period of time;
- providing a variance card to the at least one worker;
- recording a reason on the variance card for a variance between the actual number of subtasks completed and the target number;
- recording a total variance for the period of time and the reason for the variance; and,
- modifying the target number of subtasks to be completed during at least one time slot as a function of the total variance and the reason.

27. A method, as set forth in claim 26, wherein the period of time is predetermined.

28. A method, as set forth in claim 26, wherein the period of time varies.

29. A method, as set forth in claim 26, wherein the step of recording the total variance for the period of time is performed without reference to the workers.

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30. A method, as set forth in claim 26, wherein the variance between the actual number of subtasks completed and the target number in each time slot and the accumulated variance are temporarily recorded for the predetermined period of time.

31. A method, as set forth in claim 26, wherein the total variance is recorded in a permanent log.

32. A method, as set forth in claim 26, wherein the timeslots are illustrated on a writeable medium.

33. A method, as set forth in claim 32, wherein the writeable medium includes locations for entry of the actual number of subtasks completed by each worker, the variance between the actual number and the target number, and the accumulated variance in each time slot.

34. A method, as set forth in claim 32, wherein the writeable medium is erasable.

35. A method, as set forth in claim 26, wherein the step of tracking an actual number of subtasks completed by each worker in each time slot is performed by the worker.

36. A method, as set forth in claim 32, wherein the writeable medium is a chalkboard.

37. A method, as set forth in claim 32, wherein the writeable medium is a white board.

38. A method, as set forth in claim 32, wherein the writeable medium is a piece of paper.

39. A method, as set forth in claim 26, wherein the total variance for the predetermined period of time is recorded on a writeable medium.

40. A method, as set forth in claim 39, wherein the writeable medium is a spreadsheet stored on a computer.

41. A method, as set forth in claim 39, wherein the writeable medium is a piece of paper.

42. A method, as set forth in claim 26, wherein the total variance and the reason are recorded without reference to the worker.

43. A method, as set forth in claim 26, wherein the variance card includes a plurality of predetermined reasons which may be checked off.

44. A method, as set forth in claim 26, wherein the variance card includes a comments section.

45. A method, as set forth in claim 26, including the step of planning a number of workers for at least a portion of the period of time based on the number of work flow based on the target number.

46. A method, as set forth in claim 45, including the step of reallocating a worked based on the planned number of workers.

47. A method, as set forth in claim 26, including the step of providing diagnostics on the completion of the task.

48. A method for tracking progress, by at least one worker, on a task over a predetermined period of time, the task including a plurality of sub-tasks, comprising:

dividing the period of time into a plurality of timeslots;

determining a target number of subtasks to be completed during each timeslot;

tracking an actual number of subtasks completed by the at least one worker in each time slot;

temporarily recording a variance between the actual number of subtasks completed and the target number associated with each time slot;

temporarily recording an accumulated variance associated with each time slot;

providing a variance card to the at least one worker;

recording a reason on the variance card for a variance between the actual number of subtasks completed and the target number;

recording a total variance for the predetermined period of time and the reason for the variance in a log; and,

modifying the target number of subtasks to be completed during at least one time slot as a function of the total variance and the reason.

49. A method, as set forth in claim 48, wherein the step of recording a total variance is performed without reference to the at least one worker.

50. A method, for tracking progress, by at least one worker, on a task over a period of time, the task including a plurality of subtasks, comprising;

dividing the period of time into a plurality of timeslots;

determining a target number of subtasks to be completed during each timeslot;

tracking an actual number of subtasks completed by the at least one worker in each time slot;

recording a variance between the actual number of subtasks completed and the target number associated with in each time slot;

recording an accumulated variance associated with in each time slot; and,

taking at least one action in response to the variance.

51. A method, as set forth in claim 50, wherein said action includes the step of modifying at least one process in response to the variance.

52. A method, as set forth in claim 26, wherein the step of recording a total variance is performed without reference to the at least one worker.

53. A method, as set forth in claim 1, including the step of analyzing the variance.

54. A method, as set forth in claim 53, including the step of taking an action associated with the variance in response to the analysis.

55. A method, as set forth in claim 54, wherein the action includes changing at least one process associated with the task.

FOOTNOTES